

839 Project Cost Reporting

Functional Group ID=**PK**

Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Project Cost Reporting Transaction Set (839) for use within the context of an Electronic Data Interchange (EDI) environment. This transaction set provides the transmission of cost and schedule information to support performance measurement (earned value), program management reporting, and contract funds status reporting. This transaction set will also support the Department of Defense (DoD), Department of Energy (DoE), NASA, and other government agency Cost/Schedule Control Systems Criteria (C/SCSC) and funds status reporting requirements. It is designed to serve the needs of government agencies, prime contractors, and their subcontractors.

Notes:

- 1. This implementation convention addresses how the 839 Project Cost Reporting transaction set can be used to send Cost Performance Report (CPR) Formats 1 through 5 or Cost/Schedule Status Report (C/SSR) data electronically. This implementation convention assumes the data will be moving in one direction only - from the contractor or organization performing the work on a contract to their customer.*
- 2. A single transaction set may contain one or more of the Cost Performance Report formats. Refer to the implementation notes throughout this convention for more information about the specific requirements for each report format.*
- 3. This convention is designed to be used when a Contract Data Requirements List (CDRL) for a given contract specifies the Data Item Description (DID) DI-MGMT-81466, Cost Performance Report (CPR) or DI-MGMT-81467, Cost/Schedule Status Report (C/SSR).*
- 4. The customer's receiving application may have certain data content requirements. Confirm if there are any data content guidelines that need to be followed in addition to the data format requirements described in this implementation convention.*
- 5. There are two appendices for this implementation convention. The example appendix provides additional reference information on how this transaction set is used to exchange cost performance data electronically. The other appendix includes a series of tables that provides cross reference details on how to use the 839 transaction set. This includes a Segment and Data Element Matrix table for all the reporting formats and a Forms Cross Reference table.*

	Pos. No.	Seg. ID	Name	Req. Des.	Max.Use	Loop Repeat	Notes and Comments
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BCS	Beginning Segment for Project Cost Reporting	M	1		
	030	REF	Reference Numbers	O	100		
	040	DLV	Deliverable Information	O	10		

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	050	AMT	Monetary Amount	O	30	
	060	PCT	Percent Amounts	O	30	
	070	DTM	Date/Time Reference	O	30	
LOOP ID - CFT					100	
Must Use	080	CFT	Cost Reporting Format Type	M	1	
	085	CAL	Calendar	O	50	
LOOP ID - BSD					>1	
	090	BSD	Breakdown Structure Description	O	1	
	100	REF	Reference Numbers	O	100	
N/U	105	DTM	Date/Time Reference	O	50	
	110	AMT	Monetary Amount	O	100	
	115	QTY	Quantity	O	100	
	120	PAM	Period Amount	O	100	
N/U	130	PCT	Percent Amounts	O	100	
	140	MSG	Message Text	O	1000	
LOOP ID - N1					200	
Must Use	150	N1	Name	M	1	n1
	160	N2	Additional Name Information	O	1	
	170	N3	Address Information	O	1	
	180	N4	Geographic Location	O	1	
	190	PER	Administrative Communications Contact	O	10	
N/U	195	REF	Reference Numbers	O	10	
	200	DTM	Date/Time Reference	O	10	
Must Use	210	SE	Transaction Set Trailer	M	1	

Transaction Set Notes

1. At least one iteration of the N1 loop is required to identify the contractor.

Segment: **ST** Transaction Set Header
Position: 010
Loop:
Level:
Usage: Mandatory
Max Use: 1
Purpose: To indicate the start of a transaction set and to assign a control number
Syntax Notes:
Semantic Notes: 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).
Comments:

Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use ST01	143	Transaction Set Identifier Code	M	ID 3/3
		Code uniquely identifying a Transaction Set		
		839 X12.31 Project Cost Reporting		
Must Use ST02	329	Transaction Set Control Number	M	AN 4/9
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set		
		<i>A unique number assigned by the originator of the transaction set or by the originator's application system. This number is the same as the number in SE02.</i>		

Segment: **BCS** Beginning Segment for Project Cost Reporting
Position: 020
Loop:
Level:
Usage: Mandatory
Max Use: 1
Purpose: To indicate the beginning of the project cost reporting transaction set, and information to identify a program name, number, contract type, and security classification.

Syntax Notes:

Semantic Notes:

- 1 BCS02 is the transaction set date.
- 2 BCS04 is the report effective date.
- 3 BCS06 is the program name.
- 4 BCS07 is the program number identification.
- 5 BCS10 is the customer share ratio number.
- 6 BCS11 is the contractor share ratio number.
- 7 BCS12 is the notation for the total project monetary costs.
 If BCS12 is absent, the total project monetary costs are assumed to be whole dollar amounts.

Comments:**Data Element Summary**

Ref.	Data	Attributes
Des.	Element Name	M ID 2/2
Must Use BCS01	353 Transaction Set Purpose Code	
	Code identifying purpose of transaction set	
	00 Original	
	<i>This code is typically used for transmitting the cost performance data.</i>	
	05 Replace	
	<i>Use this code to overwrite any previously transmitted data for a given reporting period - i.e., old data is deleted and new data is entered into the database.</i>	
	14 Advance Notification	
	<i>Use this code when preliminary cost performance data must be transmitted for a given reporting period. This preliminary transmission is then followed with a final transmission (code 20) to provide the final cost performance data for the given reporting period.</i>	
	20 Final Transmission	
	<i>Use this code to transmit final cost performance data when preliminary cost performance data (code 14) has been sent for a given reporting period.</i>	
	22 Information Copy	

Must Use	BCS02	373	Date	M DT 6/6
			Date (YYMMDD)	
			<i>Enter the date the data report was created. This date is used for reference purposes only.</i>	
Must Use	BCS03	367	Contract Number	M AN 1/30
			Contract number	
			<i>Enter the contract number.</i>	
Must Use	BCS04	373	Date	M DT 6/6
			Date (YYMMDD)	
			<i>Enter the report effective date. This is the current reporting month for the cost performance data.</i>	
Must Use	BCS05	1166	Contract Type Code	O ID 2/2
			Code identifying a contract type	
			CW	Cost Plus Award Fee
			CX	Cost Plus Fixed Fee
			CY	Cost Plus Incentive Fee
			FD	Fixed Price Redetermination
			FE	Fixed Price with Escalation
			FI	Fixed Price Incentive
			FR	Firm Fixed Price
			OC	Other Contract Type
			<i>Use the REF (1/030) segment to provide a description of the contract type when this code is used.</i>	
			TM	Time and Materials
Must Use	BCS06	352	Description	O AN 1/80
			A free-form description to clarify the related data elements and their content	
			<i>Provide a name or short description of the program.</i>	
Must Use	BCS07	127	Reference Number	O AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			<i>Enter the program number.</i>	
Must Use	BCS08	1193	Program Type Code	O ID 2/2
			Codes identifying a program type	
			<i>The codes entered here can relate to the information entered in the DLV (Deliverable Information (1/040)) segment. Refer to the notes for the DLV segment and data elements for more detail.</i>	
			01	Research, Development, Test & Evaluation (RDT&E)
			02	Production
			<i>Use this code for all types of production as well as</i>	

				<i>Low Rate Initial Production (LRIP).</i>
		03		Both RDT&E and Production
		04		Other
				<i>Use this code to indicate a mixture of program types. Use the REF (1/030) segment to provide a description of the program type when this code is used.</i>
		06		Advanced Design
				<i>Use this code to indicate Dem Val or Demonstration Validation in addition to the Air Force specific "Advanced Design."</i>
		07		Full Scale Development
				<i>Generally, this code is only used for older contracts. Typically code 08, Engineering and Manufacturing Development (EMD), is used for newer, or more recent, contracts.</i>
		08		Engineering and Manufacturing Development (EMD)
BCS09	786	Security Level Code	O ID 2/2	
				Code indicating the level of confidentiality assigned by the sender to the information following
				<i>Typically all data is assumed to be company proprietary information and is treated as government non-classified information (code 90). In the event codes 92, 93, or 94 are used, additional security measures such as encryption are used to protect the data.</i>
		11		Competition Sensitive
		90		Government Non-Classified
		92		Government Confidential
		93		Government Secret
		94		Government Top Secret
BCS10	954	Percent	O R 1/10	
				Percentage expressed as a decimal
				<i>Enter the Contractor Above Share Ratio value if applicable for the contract. A maximum of three numbers is allowed, whole numbers only, no decimals. The sum of BCS10 and BCS11 cannot be more than 100.</i>
BCS11	954	Percent	O R 1/10	
				Percentage expressed as a decimal
				<i>Enter the Contractor Below Share Ratio value if applicable for the contract. A maximum of three numbers is allowed, whole numbers only, no decimals. The sum of BCS10 and BCS11 cannot be more than 100.</i>
Must Use BCS12	355	Unit or Basis for Measurement Code	O ID 2/2	
				Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken
				<i>Use this data element to indicate all total contract monetary amounts have been factored (for example, numbers represent dollars in thousands). Use</i>

the CFT (Cost Reporting Format Type) segment to indicate the monetary amount factor used for a given cost performance report at the detail level.

DO	Dollars, U.S. <i>Use this code when the monetary amounts have NOT been factored.</i>
HU	Hundred <i>Use this code to indicate the monetary amounts have been factored by a hundred - i.e., hundreds of dollars.</i>
R5	Thousands of Dollars
R6	Millions of Dollars

Segment:	REF Reference Numbers
Position:	030
Loop:	
Level:	
Usage:	Optional
Max Use:	100
Purpose:	To specify identifying numbers.
Syntax Notes:	1 At least one of REF02 or REF03 is required.
Semantic Notes:	
Comments:	
Notes:	<i>Use this segment to convey the latest change number for the contract, to describe an "Other Contract Type" (BCS05 is code "OC"), to describe an "Other" Program Type (BCS08 is code 04), or to provide information about a related transaction set.</i>

Data Element Summary

Ref.	Data	Attributes
Des.	Element Name	M ID 2/2
Must Use REF01	128 Reference Number Qualifier	
	Code qualifying the Reference Number.	
	72 Schedule Reference Number	
	<i>Use this code to indicate there is a related Project Schedule Reporting (806) transaction set(s) that complements this transaction set. Enter the unique 806 transaction set reference number in REF02. The unique reference number entered in REF02 should be the same unique reference number entered in BPP09 (1/BPP/020) in the 806 transaction set.</i>	
	BE Business Activity	
	<i>Use this code when BCS08, Program Type Code, is code 04 for "Other" to describe what "Other" means. Enter the description in REF03. Use this code only one time per transaction set.</i>	
	C4 Change Number	
	<i>Use this code to convey the latest change or modification number for the contract. Enter the number in REF02. Use this code only one time per transaction set.</i>	
	CA Cost Allocation Reference	
	<i>Use this code to provide a unique reference number for this Project Cost Reporting (839) transaction set. This unique number is used to link related transaction sets together (for example, with a Project Schedule Reporting 806 or Specifications/Technical Information 841 transaction set). Enter the unique reference number</i>	

for this transaction set in REF02. Use this code only one time per transaction set.

CT

Contract Number

Use this code when BCS05 is code "OC" for other contract types to describe what "other" means. Enter the description in REF03. Use this code only one time per transaction set.

ME

Message Address or ID

Use this code to indicate there is a related Text Message (864) transaction set(s) that complements this transaction set. Enter the unique 864 transaction set reference number in REF02. The unique reference number entered in REF02 should be the same unique reference number entered in REF02 (1/REF/080) in the 864 transaction set (which also uses the ME code in REF01).

NJ

Technical Document Number

Use this code to indicate there is a related Specifications/Technical Information (841) transaction set(s) that complements this transaction set. Enter the unique 841 transaction set reference number in REF02. The unique reference number entered in REF02 should be the same unique reference number entered in SPI03 (1/SPI/020) in the 841 transaction set.

REF02	127	Reference Number	X	AN	1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
		<i>Use this data element when REF01 is code 72, C4, CA, ME, or NJ.</i>			
REF03	352	Description	X	AN	1/80
		A free-form description to clarify the related data elements and their content			
		<i>Use this data element when REF01 is code BE or CT.</i>			

Segment:	DLV Deliverable Information
Position:	040
Loop:	
Level:	
Usage:	Optional
Max Use:	10
Purpose:	To identify the product to be delivered or the service to be performed
Syntax Notes:	
Semantic Notes:	
Comments:	
Notes:	<p>1. This segment is required. This segment can be repeated as needed to relate a quantity to a specific product or service provided when a contract includes more than one product or service.</p> <p>2. This segment can also be repeated as needed to indicate a specific quantity (typically a product of some type) associated with different phases of a contract (the program type code), such as RDT&E or Production. Use the DLV04 data element to relate a specific quantity with a specific program type code.</p> <p>3. The receiving application may have certain requirements for this segment. When sending data to the customer, ensure all guidelines are followed.</p>

Data Element Summary

Ref.	Des.	Data Element	Name	Attributes
Must Use	DLV01	330	Quantity Ordered	M R 1/9
			Quantity ordered	
			Enter the quantity associated with a specific type of product or service. It can also reflect a specific Program Type when DLV04 is used.	
Must Use	DLV02	235	Product/Service ID Qualifier	M ID 2/2
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			F7 End-Item Description	
Must Use	DLV03	234	Product/Service ID	M AN 1/40
			Identifying number for a product or service	
			Enter a short description of the product or service.	
	DLV04	1193	Program Type Code	O ID 2/2
			Codes identifying a program type	
			Typically BCS08 is used to identify the Program Type Code for the contract. Use this data element when there is a mixture of program types (BCS08 is code 03 or 04) and specific quantities need to be identified for each program type. For the quantity entered in DLV01, indicate the associated program type with this data element.	
			01 Research, Development, Test & Evaluation (RDT&E)	

02	Production
06	Advanced Design <i>Use this code to indicate Dem Val or Demonstration Validation in addition to the Air Force specific "Advanced Design."</i>
07	Full Scale Development <i>Generally, this code is only used for older contracts. Typically code 08, Engineering and Manufacturing Development (EMD), is used for newer, or more recent, contracts.</i>
08	Engineering and Manufacturing Development (EMD)

Segment: **AMT** Monetary Amount
Position: 050
Loop:
Level:
Usage: Optional
Max Use: 30
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is required. Use this segment to provide all total contract monetary amount information.*

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use AMT01	522	Amount Qualifier Code	M ID 1/2
		Code to qualify amount	
		<i>Provide all monetary amounts for the qualifier codes listed below. If a qualifier does not apply to the contract (for example, Negotiated Cost is equal to zero), do not include it. Otherwise, consider all the qualifiers listed here as REQUIRED.</i>	
		26	Negotiated Cost
		27	Authorized Unpriced Work
		28	Target Price
		29	Estimated Price
		30	Contract Ceiling
		31	Estimated Contract Ceiling
		32	Target Fee or Profit Amount
		<i>Use this code when the Target Fee or Profit is a monetary amount. Use the PCT segment when the Target Fee or Profit is a percentage. Either method can be used to describe this required information (when applicable), but use ONLY ONE - i.e., if this code in the AMT segment is used, DO NOT use the following PCT segment.</i>	
		33	Original Contract Target Cost
		<i>Use this code for the Original Negotiated Cost item on the Cost Performance Report Format 3 as well as the Original Contract Target Cost item on the Cost/Schedule Status Report.</i>	
		34	Negotiated Contract Changes
		35	Current Target Cost
		36	Contract Budget Base (CBB)
		45	Cumulative Schedule Variance (SV)

				<i>Use this code to enter the total schedule variance adjustment for the contract.</i>			
		46	Cumulative Cost Variance (CV)	<i>Use this code to enter the total cost variance adjustment for the contract.</i>			
		49	At Complete Budget (BAC)	<i>Use this code to enter the total Budget At Complete (BAC) for the contract.</i>			
		50	At Complete Latest Revised Estimate (LRE)	<i>Use this code to enter the total Latest Revised Estimate (LRE) for the contract.</i>			
		52	Total Allocated Budget				
		85	Optimistic Estimate at Complete (EAC)	<i>Use this code to enter the best case Management Estimate at Completion.</i>			
		86	Pessimistic Estimate at Complete (EAC)	<i>Use this code to enter the worst case Management Estimate at Completion.</i>			
		87	Most Likely Estimate at Complete (EAC)	<i>Use this code to enter the most likely Management Estimate at Completion.</i>			
		CY	Cumulative Budget	<i>Use this code to enter the total cumulative Budget for the contract.</i>			
		CZ	Cumulative Earned Value	<i>Use this code to enter the total cumulative Earned Value for the contract.</i>			
		D9	Cumulative Actual	<i>Use this code to enter the total cumulative Actuals for the contract.</i>			
Must Use	AMT02	782	Monetary Amount		M	R	1/15
			Monetary amount				
			<i>For all monetary amounts, if entering factored monetary amounts such as thousands of dollars (notation from BCS12), use only one decimal place when applicable.</i>				
N/U	AMT03	478	Credit/Debit Flag Code		O	ID	1/1
			Code indicating whether amount is a credit or debit				

Segment: **PCT** Percent Amounts

Position: 060

Loop:

Level:

Usage: Optional

Max Use: 30

Purpose: To qualify percent amounts and supply percent amounts

Syntax Notes:

Semantic Notes:

Comments:

Notes:

1. The maximum use for this segment is 1. Use this segment when the Target Fee or Profit is defined as a percentage. Use the previous AMT segment when the Target Fee or Profit is defined as a specific monetary amount. If this segment is used, DO NOT use the AMT segment to provide Target Fee or Profit information.
2. Include the Target Fee or Profit when this information applies to the contract. If it applies, it is required information. This information must be provided using either the previous AMT segment or this PCT segment.

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use PCT01	1004	Percent Qualifier	M ID 1/2
		Code to qualify percent	
		05 Target Fee or Profit	
Must Use PCT02	954	Percent	M R 1/10
		Percentage expressed as a decimal	
		A maximum of five characters is allowed, with up to one decimal place.	

Segment: **DTM** **Date/Time Reference**

Position: 070

Loop:

Level:

Usage: Optional

Max Use: 30

Purpose: To specify pertinent dates and times

- Syntax Notes:**
- 1** At least one of DTM02 DTM03 or DTM06 is required.
 - 2** If either DTM06 or DTM07 is present, then the other is required.

Semantic Notes:

Comments:

Notes: *This segment is required. Use this segment to provide all total contract date information.*

Data Element Summary

Ref.	Data				
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>		
Must Use DTM01	374	Date/Time Qualifier	M	ID	3/3
		Code specifying type of date or time, or both date and time			
		<i>Provide all dates for the qualifier codes listed below. If a qualifier does not apply to the contract (for example, Over Target Baseline Month), do not include it. Otherwise, consider all qualifiers listed here as REQUIRED.</i>			
	090	Report Start			
		<i>Use codes 090 and 091 to define the specific start and stop dates for the current reporting period.</i>			
	091	Report End			
	196	Start			
		<i>Use this code to indicate a work start date when the work start date is different from the contract start date (code 276).</i>			
	245	Estimated Completion			
	276	Contract Start			
	277	Contract Definition			
	278	Last Item Delivery			
		<i>Use this code for the Planned Completion Date item on the Cost Performance Report Format 3.</i>			
	279	Contract Completion			
	281	Over Target Baseline Month			
		<i>Use this code in the event an over target situation is encountered on the contract. Enter the over target baseline month ending date in DTM02.</i>			
Must Use DTM02	373	Date	X	DT	6/6
		Date (YYMMDD)			

N/U	DTM03	337	Time	X	TM	4/8
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)			
N/U	DTM04	623	Time Code	O	ID	2/2
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow			
N/U	DTM05	624	Century	O	N0	2/2
			The first two characters in the designation of the year (CCYY)			
N/U	DTM06	1250	Date Time Period Format Qualifier	X	ID	2/3
			Code indicating the date format, time format, or date and time format			
N/U	DTM07	1251	Date Time Period	X	AN	1/35
			Expression of a date, a time, or range of dates, times or dates and times			

Segment: **CFT** **Cost Reporting Format Type**

Position: 080

Loop: CFT

Level:

Usage: Mandatory

Max Use: 1

Purpose: To identify the cost reporting type, type of units reported, and funds details for the Contract Funds Status Report (CFSR)

Syntax Notes:

- Semantic Notes:**
- 1 If CFT01 equals CY, then CFT03, CFT04, CFT05, CFT06, CFT07 and CFT08 are required.
 - 2 CFT02 is the notation for the report monetary costs or quantities.
If CFT02 is blank, the report monetary costs are assumed to be in whole dollar amounts.
 - 3 CFT04 and CFT05 are used for the funds appropriation start date.
 - 4 CFT06 and CFT07 are used for the funds appropriation end date.

Comments:

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use	CFT01	755 Report Type Code	M ID 2/2
		Code indicating the title or contents of a document, report or supporting item	
		CX	Cost/Schedule Status Report (C/SSR)
		F1	Cost Performance Report (CPR) Format 1
		F2	Cost Performance Report (CPR) Format 2
		F3	Cost Performance Report (CPR) Format 3
		F4	Cost Performance Report (CPR) Format 4
		F5	Cost Performance Report (CPR) Format 5
		LP	Labor Plan
			<i>Use this code for the working months or hours Budget at Complete (BAC) Format 4 type of detail report for each functional category. This is an optional report format.</i>
		VA	Variance Analysis
			<i>Use this code only for reporting variance analysis details for the Cost/Schedule Status Report (C/SSR).</i>
CFT02	355	Unit or Basis for Measurement Code	O ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
		<i>1. Use this data element to indicate the monetary amount factor or quantity type for the given format reporting element details. For the Cost Performance Report Formats 1, 2, and 3, and the Cost/Schedule Status</i>	

Report, indicate the monetary amount factor used such as dollars in thousands. For the Cost Performance Report Format 4, indicate the quantity type used - i.e., working months or hours. This code is required for these formats.

2. This data element can also be used to indicate the monetary amount factor used for Cost Performance Report Format 5 or the Variance Analysis information for the Cost/Schedule Status Report in the event monetary amounts are included for these reports.

DO Dollars, U.S.

Use this code when the monetary amounts have NOT been factored.

HR Hours

HU Hundred

Use this code to indicate the monetary amounts have been factored by a hundred - i.e., hundreds of dollars.

R5 Thousands of Dollars

R6 Millions of Dollars

WM Working Months

N/U	CFT03	1198	Contracting Funding Code	O	ID	2/2
			Code identifying the funding type			
N/U	CFT04	374	Date/Time Qualifier	O	ID	3/3
			Code specifying type of date or time, or both date and time			
N/U	CFT05	373	Date	O	DT	6/6
			Date (YYMMDD)			
N/U	CFT06	374	Date/Time Qualifier	O	ID	3/3
			Code specifying type of date or time, or both date and time			
N/U	CFT07	373	Date	O	DT	6/6
			Date (YYMMDD)			
N/U	CFT08	1199	Appropriation Code	O	ID	2/2
			Code indicating the funds appropriation			

Segment:	CAL Calendar
Position:	085
Loop:	CFT
Level:	
Usage:	Optional
Max Use:	50
Purpose:	To identify the calendar and working shift details for the plan or schedule
Syntax Notes:	1 If either CAL14 or CAL15 is present, then the other is required.
Semantic Notes:	1 CAL01 identifies whether a reference number is a calendar or shift.
Comments:	
Notes:	<p>1. This segment is <i>REQUIRED</i> for the Cost Performance Report Formats 3 and 4 to describe the summary period groups applicable for the report described in the CFT (Cost Reporting Format Type) segment.</p> <p>2. This segment is used to provide the projected and at complete column information on the report formats. Repeat this segment as needed (typically five or six times) to describe the projected and at complete columns. This segment is also used to define how many reporting periods are represented in the projected and at complete columns.</p> <p>3. The calendar information entered here should match the period ending date information entered in the PAM (Period Amount) segment (PAM08 data element) for the projected and at complete columns on Formats 3 and 4.</p> <p>4. The receiving application may limit the number of projected columns that need to be provided (for example, period number 1, 2, 3, and 4 along with At Complete details). When sending data, ensure all data content guidelines are followed.</p>

Data Element Summary

	Ref.	Data	Attributes
	Des.	Element Name	
Must Use	CAL01	128 Reference Number Qualifier	M ID 2/2
		Code qualifying the Reference Number.	
		70 Calendar Number	
Must Use	CAL02	127 Reference Number	M AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
		Enter the period number "1", "2", "3", "4", "5", or "At Complete" to identify the projected and at complete time frames. When period numbers 1 through 5 are used, period number 5 is used to represent the remainder of the contract (to complete information). For contracts that are close to completion, the last period number applicable can also be used to represent the remainder of the contract.	
N/U	CAL03	344 Unit of Time Period or Interval	O ID 2/2
		Code indicating the time period or interval	
N/U	CAL04	374 Date/Time Qualifier	O ID 3/3

			Code specifying type of date or time, or both date and time			
N/U	CAL05	373	Date Date (YYMMDD)	O	DT	6/6
N/U	CAL06	337	Time Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	O	TM	4/8
N/U	CAL07	623	Time Code Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	O	ID	2/2
N/U	CAL08	678	Ship/Delivery or Calendar Pattern Code Code which specifies the routine shipments, deliveries, or calendar pattern	O	ID	1/2
N/U	CAL09	374	Date/Time Qualifier Code specifying type of date or time, or both date and time	O	ID	3/3
N/U	CAL10	373	Date Date (YYMMDD)	O	DT	6/6
N/U	CAL11	337	Time Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	O	TM	4/8
N/U	CAL12	623	Time Code Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	O	ID	2/2
N/U	CAL13	678	Ship/Delivery or Calendar Pattern Code Code which specifies the routine shipments, deliveries, or calendar pattern	O	ID	1/2
Must Use	CAL14	673	Quantity Qualifier Code specifying the type of quantity 1O Calendar Units	X	ID	2/2
Must Use	CAL15	380	Quantity Numeric value of quantity <i>Enter the number of reporting months (or periods) for the projected time frame. For example, enter "3" for a quarter year, enter "12" for a fiscal or calendar year.</i>	X	R	1/15
	CAL16	369	Free-form Description	O	AN	1/45

Free-form descriptive text

Enter a short description of the projected time frame (for example, "FY97"). A maximum of four characters is recommended for this data element. Provide this description when CAL02 is "1", "2", "3", "4", or "5". Leave this data element blank when CAL02 is "At Complete".

Segment:	BSD Breakdown Structure Description
Position:	090
Loop:	BSD
Level:	
Usage:	Optional
Max Use:	1
Purpose:	To define discrete line items within industry or government reports
Syntax Notes:	1 At least one of BSD02 or BSD03 is required.
Semantic Notes:	1 BSD05 is the summary level structure code reference.
Comments:	1 BSD07 is the summary level reporting structure identification.
Notes:	<i>This segment is required. This segment is used to define the reporting structures (Work Breakdown or Organization Breakdown) for the contract. CDRL and receiving application requirements will determine the level of detail required (for example, lowest level elements only). Confirm what data elements need to be included for the customer. Associated cost, quantity, and text details for each reporting element are described using the AMT, QTY, PAM, and MSG segments in this BSD segment loop as needed.</i>

Data Element Summary

Ref.	Data	Element	Name	Attributes
Must Use	BSD01	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
		74	Work Breakdown Structure (WBS)	
			<i>Use this code for the Cost Performance Report Formats 1, 3, and 5, as well as the Cost/Schedule Status Report and related Variance Analysis information.</i>	
		75	Organization Breakdown Structure	
			<i>Use this code for the Cost Performance Report Formats 2 and 4. This code can also be used when Organization Breakdown Structure element codes are used to convey Cost Performance Report Format 5 information.</i>	
Must Use	BSD02	127	Reference Number	X AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			<i>1. Enter the appropriate Work Breakdown Structure (WBS) or Organization Breakdown Structure (OBS) element code.</i>	
			<i>2. The receiving application may have certain requirements for the element codes used for bottom line totals for Cost Performance Report Format 1 or a Cost/Schedule Status Report. Specific element codes may be required for such items as Overhead, Cost of Money, Undistributed Budget, and Management Reserve. When sending data to the customer, ensure all element code requirements and guidelines are followed.</i>	

3. Specific element codes may also be required for the Cost Performance Report Format 3. This includes the codes used for beginning period information, end of period information, and baseline change details. Again, confirm any element code requirements with the customer.

BSD03	352	Description	X	AN	1/80
		A free-form description to clarify the related data elements and their content			
		<i>Enter a description of the element. This data element is optional, but the receiving application may need this information. Confirm with the customer whether this description needs to be provided.</i>			
BSD04	1178	Level	O	AN	1/3
		Reporting structure identification			
		<i>Enter the reporting structure level number for the element code entered in BSD02. This is REQUIRED for the Cost Performance Report Formats 1, 2, and 4, and the Cost/Schedule Status Report.</i>			
BSD05	127	Reference Number	O	AN	1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.			
		<i>Enter the parent element code for the element code entered in BSD02. This is REQUIRED for all lower level element codes for the Cost Performance Reports 1, 2, and 4, and the Cost/Schedule Status Report. This data element is left blank for these formats (i.e., no entry is required) when a level 1 element code is entered in BSD02, as it does not have a parent element code.</i>			
BSD06	1196	Breakdown Structure Detail Code	O	ID	2/2
		Codes identifying details relating to a reporting breakdown structure tree			
		<i>Use this data element to describe cost element details for a given element code or to provide additional cost element details for bottom line totals for Cost Performance Report Format 1 or Cost/Schedule Status Report.</i>			
		01 Labor			
		02 Material			
		03 Other Direct Costs (ODC)			
		04 Subcontract			
		05 Labor and Material			
		06 Labor Overhead			
		07 Material Overhead			
		09 Total Overhead			
		10 Total General and Administrative			
		26 Recurring			
		27 Nonrecurring			
		28 Total			
		39 Other Costs			
		53 Production Related			

	BSD07	1178	Level	O AN 1/3
			Reporting structure identification	
			<i>Enter the reporting structure level number for the parent element code entered in BSD05. This data element is REQUIRED when there is an entry in BSD05. This data element is left blank when BSD05 is blank.</i>	
N/U	BSD08	786	Security Level Code	O ID 2/2
			Code indicating the level of confidentiality assigned by the sender to the information following	

Segment: **REF** Reference Numbers

Position: 100

Loop: BSD

Level:

Usage: Optional

Max Use: 100

Purpose: To specify identifying numbers.

Syntax Notes: 1 At least one of REF02 or REF03 is required.

Semantic Notes:

Comments:

Notes: *Use this segment to provide any reference details associated with a reporting element described in the BSD (Breakdown Structure Description) segment.*

Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	<u>M</u> <u>ID</u> <u>2/2</u>
Must Use	REF01	128 Reference Number Qualifier	
		Code qualifying the Reference Number.	
		3J Office Number	
		<i>Use this code to identify a Project or Program Office.</i>	
		79 Cost Account	
		AT Appropriation Number	
		<i>Use this code for the appropriation identification.</i>	
		<i>Use this code only one time for each BSD reporting element.</i>	
		C7 Contract Line Item Number	
		KU Office Symbol	
Must Use	REF02	127 Reference Number	X AN 1/30
		Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
N/U	REF03	352 Description	X AN 1/80
		A free-form description to clarify the related data elements and their content	

Segment: **AMT** Monetary Amount
Position: 110
Loop: BSD
Level:
Usage: Optional
Max Use: 100
Purpose: To indicate the total monetary amount
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment is required for the Cost Performance Report Formats 1, 2, and 3, and the Cost/Schedule Status Report. For the Cost Performance Report Format 3, this segment is used in combination with the PAM (Period Amounts) segment.*

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use AMT01	522	Amount Qualifier Code	M ID 1/2
		Code to qualify amount	
		<p>1. For the Cost Performance Report Formats 1 and 2, and the Cost/Schedule Status Report, typically only the cumulative to date Budget, Earned Value, and Actual data plus at complete data are required for a specific reporting element (codes CY, CZ, D9, 49, and 50). As an option for Formats 1 and 2, current period Budget, Earned Value, and Actual data can be included along with the cumulative to date information (codes B5, CW, and CX). Current period information is not needed for the Cost/Schedule Status Report. Use codes 47 and 48 to provide Reprogramming amount details if applicable.</p> <p>2. For the Cost Performance Report Format 3, when baseline changes are included, use any amount qualifier listed here to identify the amount(s) associated with the line item. The MSG segment can be used to describe the change if needed. Codes B5, CY, and MB are typically used for the Begin of Period and End of Period amount details.</p> <p>3. Typically values that can be calculated (for example, cost and schedule variances) are not transmitted. The qualifier codes for these values are included in the event a customer specifically requests them.</p>	
	30	Contract Ceiling	
	32	Target Fee or Profit Amount	
	35	Current Target Cost	
	36	Contract Budget Base (CBB)	
	40	Current Schedule Variance (SV)	
	41	Current Cost Variance (CV)	
	45	Cumulative Schedule Variance (SV)	
	46	Cumulative Cost Variance (CV)	

47	Reprogram Cost Variance
48	Reprogram Budget
49	At Complete Budget (BAC)
50	At Complete Latest Revised Estimate (LRE)
51	At Complete Variance
B	Estimated
B5	Budgeted
	<i>Use this code for current period budget values.</i>
BM	Adjustments
CW	Earned Value
	<i>Use this code for current period earned value values.</i>
CX	Actual
	<i>Use this code for current period actual values.</i>
CY	Cumulative Budget
CZ	Cumulative Earned Value
D9	Cumulative Actual
MB	Undistributed Budget
MR	Management Reserve
ZZ	Mutually Defined
	<i>Use this code for escalation or escalation recovery values.</i>

Must Use	AMT02	782	Monetary Amount	M R 1/15
			Monetary amount	
			<i>For all monetary amounts, if entering factored monetary amounts such as thousands of dollars (notation from CFT02), use only one decimal place when applicable.</i>	
N/U	AMT03	478	Credit/Debit Flag Code	O ID 1/1
			Code indicating whether amount is a credit or debit	

Segment: **QTY** Quantity

Position: 115

Loop: BSD

Level:

Usage: Optional

Max Use: 100

Purpose: To specify quantity information

Syntax Notes:

Semantic Notes:

Comments:

Notes:

1. This segment is required for the Cost Performance Report Format 4 and is used in combination with the PAM (Period Amount) segment. This segment is used to convey working month or hour labor quantities. The qualifier entered in CFT02 for Format 4 indicates if the values entered in QTY02 are working months (code WM) or hours (code HR).
2. This segment can also be used for Cost Performance Report Format 1, 2, or 3 when hour quantities are required in addition to monetary amount details (AMT segment).

Data Element Summary

Ref.	Des.	Data Element	Name	Attributes
Must Use	QTY01	673	Quantity Qualifier	M ID 2/2
			Code specifying the type of quantity	
			II Completed	
			Use this code for current period earned value values.	
			37 Work In Process	
			Use this code for cumulative to date earned value values.	
			A5 Adjusted Quantity	
			AT Actual	
			Use this code for current period actual values.	
			AU Cumulative Actual	
			AV Budget	
			Use this code for current period budget values.	
			AW Cumulative Budget	
			AZ Forecast at Complete	
			Use this code for Estimate at Complete values.	
			BC Budget At Complete	
Must Use	QTY02	380	Quantity	M R 1/15
			Numeric value of quantity	
	QTY03	355	Unit or Basis for Measurement Code	O ID 2/2
			Code specifying the units in which a value is being expressed, or manner	

in which a measurement has been taken

Use this data element only when the quantities entered in QTY02 are factored (hundreds of hours or thousands of hours). Use the same qualifier code for ALL quantity values for the given report format (CFT01). Leave this data element blank if working months or hours are NOT factored.

HU

Hundred

Use this code to indicate quantities (working months or hours) are factored by a hundred - i.e., hundreds of hours.

TH

Thousand

Use this code to indicate quantities (working months or hours) are factored by a thousand - i.e., thousands of hours.

Segment:	PAM Period Amount
Position:	120
Loop:	BSD
Level:	
Usage:	Optional
Max Use:	100
Purpose:	To indicate a quantity, and/or amount for an identified period
Syntax Notes:	<ol style="list-style-type: none"> 1 If any of PAM01 PAM02 or PAM03 is present, then all are required. 2 At least one of PAM02 or PAM05 is required. 3 If either PAM04 or PAM05 is present, then the other is required. 4 If either PAM06 or PAM07 is present, then the other is required. 5 If PAM07 is present, then at least one of PAM08 or PAM09 is required. 6 If PAM08 is present, then PAM07 is required. 7 If PAM09 is present, then PAM07 is required. 8 If PAM10 is present, then at least one of PAM11 or PAM12 is required. 9 If PAM11 is present, then PAM10 is required. 10 If either PAM13 or PAM14 is present, then the other is required.
Semantic Notes:	1 PAM10, PAM11, or PAM12 are used when two dates are required.
Comments:	
Notes:	<p>1. Use this segment for the Cost Performance Report Formats 3 and 4 to describe the next six reporting periods, the projected summary time frames and at complete time frame as well as provide the monetary amounts or quantities associated with each time frame. This segment is used to convey the monetary amounts (and hour quantities if applicable) for Format 3 and working month or hour quantities for Format 4.</p> <p>2. This segment is repeated for each time frame column (next six reporting periods, 4 or 5 projected, and at complete) for each applicable reporting element code (BSD segment). The projected and at complete time groups directly relate to the time frames described in the CAL segment for the given report format.</p>

Data Element Summary

Ref.	Data		
Des.	Element	Name	Attributes
PAM01	673	Quantity Qualifier	X ID 2/2
		Code specifying the type of quantity	
		This data element is required for Cost Performance Report Format 4. This data element may be used for the Cost Performance Report Format 3 in the event hour details need to be included.	
		AV	Budget
			Use this code for Format 3 for the current reporting period plus 1 through 6 months, and the projected time frame quantities for each reporting structure element (BSD segment).
		AY	Forecast
			Use this code for Format 4 for the current reporting

			<i>period plus 1 through 6 months, and the projected time frame quantities for each reporting structure element (BSD segment).</i>			
		AZ	Forecast at Complete			
		BC	Budget At Complete			
PAM02	380	Quantity		X	R	1/15
		Numeric value of quantity				
		<i>This data element is required for Cost Performance Report Format 4. This data element may be used for the Cost Performance Report Format 3 in the event hour details need to be included.</i>				
PAM03	355	Unit or Basis for Measurement Code		X	ID	2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken				
		<i>1. This data element is required for the Cost Performance Report Format 4. The code entered here MUST be the same as the code entered in CFT02.</i>				
		<i>2. This data element may be used for the Cost Performance Report Format 3 in the event hour details need to be included. Use code HR.</i>				
		HR	Hours			
		WM	Working Months			
PAM04	522	Amount Qualifier Code		X	ID	1/2
		Code to qualify amount				
		<i>This data element is required for Cost Performance Report Format 3.</i>				
		49	At Complete Budget (BAC)			
		<i>Use this code for the At Complete monetary amounts for the Beginning of Period and End of Period BSD segments for Format 3. It is used only one time for each BSD segment.</i>				
		B5	Budgeted			
		<i>Use this code for the current reporting period plus 1 through 6 months and the projected time frame monetary amounts for the Beginning of Period and End of Period BSD segments.</i>				
PAM05	782	Monetary Amount		X	R	1/15
		Monetary amount				
		<i>This data element is required for Cost Performance Report Format 3.</i>				
Must Use PAM06	344	Unit of Time Period or Interval		X	ID	2/2
		Code indicating the time period or interval				
		<i>For the projected and at complete time frames, use the code that best applies. Codes "CY" and "FY" can also be used to represent the remaining number of reporting periods for a calendar or fiscal year.</i>				
		CY	Calendar Year			
		FY	Fiscal Year			

			MO	Month				
				<i>Use this code for the current reporting period plus 1 to 6 month time frames.</i>				
			QY	Quarter of a Year				
			SA	Semiannual				
Must Use	PAM07	374	Date/Time Qualifier		X	ID	3/3	
				Code specifying type of date or time, or both date and time				
			174	Month Ending				
				<i>Use this code when PAM06 is code MO.</i>				
			194	Period End				
				<i>Use this code when PAM06 is code CY, FY, QY, or SA.</i>				
Must Use	PAM08	373	Date		X	DT	6/6	
				Date (YYMMDD)				
				<i>Enter the month or period ending date.</i>				
N/U	PAM09	337	Time		X	TM	4/8	
				Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)				
N/U	PAM10	374	Date/Time Qualifier		X	ID	3/3	
				Code specifying type of date or time, or both date and time				
N/U	PAM11	373	Date		X	DT	6/6	
				Date (YYMMDD)				
N/U	PAM12	337	Time		X	TM	4/8	
				Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)				
N/U	PAM13	1004	Percent Qualifier		X	ID	1/2	
				Code to qualify percent				
N/U	PAM14	954	Percent		X	R	1/10	
				Percentage expressed as a decimal				

Segment: **MSG** Message Text

Position: 140

Loop: BSD

Level:

Usage: Optional

Max Use: 1000

Purpose: To provide a free form format that would allow the transmission of text information.

Syntax Notes:

Semantic Notes:

Comments: 1 MSG02 is not related to the specific characteristics of a printer, but identifies top of page, advance a line, etc.

Notes: 1. Use this segment for the Cost Performance Report Format 3 to describe baseline changes if needed. Only one repetition may be used for each reporting structure element reference (BSD segment) for this format, a maximum of 50 characters is recommended.

2. This segment can also be used for the Cost Performance Report Format 5 or Variance Analysis report narrative. For these formats, use normal sentence structure, 80 characters per line is fine. A maximum of 100 repetitions is allowed for each reporting structure element (BSD segment).

Data Element Summary

Ref.	Des.	Data Element	Name	Attributes
Must Use	MSG01	933	Free-Form Message Text	M AN 1/264
			Free-form message text	
N/U	MSG02	934	Printer Carriage Control Code	O ID 2/2
			A field to be used for the control of the line feed of the receiving printer	

Segment: **N1** Name
Position: 150
Loop: N1
Level:
Usage: Mandatory
Max Use: 1
Purpose: To identify a party by type of organization, name, and code
Syntax Notes: 1 At least one of N102 or N103 is required.
 2 If either N103 or N104 is present, then the other is required.
Semantic Notes:
Comments: 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
 2 N105 and N106 further define the type of entity in N101.
Notes: *Whenever possible, identification and address information should be provided using N101, N103, and N104. Use N102 and segments N2, N3, and N4 as applicable when this information cannot be provided by using one of the codes listed in N103.*

Data Element Summary

Ref.	Data					
Des.	Element	Name		Attributes		
Must Use N101	98	Entity Identifier Code		M ID 2/2		
		Code identifying an organizational entity, a physical location, or an individual				
		FR	Message From			
			<i>Use this code to identify the organization sending the cost performance data.</i>			
		TO	Message To			
			<i>Use this code to identify the organization receiving the cost performance data.</i>			
		ZD	Party to Receive Reports			
			<i>Use this code to identify the organization that receives an information copy of the cost performance data.</i>			
N102	93	Name		X AN 1/35		
		Free-form name				
N103	66	Identification Code Qualifier		X ID 1/2		
		Code designating the system/method of code structure used for Identification Code (67)				
		1	D-U-N-S Number, Dun & Bradstreet			
		9	D-U-N-S+4, D-U-N-S Number with Four Character Suffix			
		10	Department of Defense Activity Address Code (DODAAC)			
		33	Commercial and Government Entity (CAGE)			

	N104	67	Identification Code	X	AN	2/20
			Code identifying a party or other code			
N/U	N105	706	Entity Relationship Code	O	ID	2/2
			Code describing entity relationship			
N/U	N106	98	Entity Identifier Code	O	ID	2/2
			Code identifying an organizational entity, a physical location, or an individual			

Segment: **N2** Additional Name Information
Position: 160
Loop: N1
Level:
Usage: Optional
Max Use: 1
Purpose: To specify additional names or those longer than 35 characters in length
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment should only be used when N102 is used and it is necessary to provide additional name information.*

Data Element Summary				
Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use N201	93	Name	M	AN 1/35
		Free-form name		
N202	93	Name	O	AN 1/35
		Free-form name		

Segment: **N3** Address Information
Position: 170
Loop: N1
Level:
Usage: Optional
Max Use: 1
Purpose: To specify the location of the named party
Syntax Notes:
Semantic Notes:
Comments:
Notes: *This segment should only be used when N102 is used.*

Data Element Summary				
	Ref.	Data		
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N301	166	Address Information Address information	M AN 1/35
	N302	166	Address Information Address information	O AN 1/35

Segment: **N4 Geographic Location**
Position: 180
Loop: N1
Level:
Usage: Optional
Max Use: 1
Purpose: To specify the geographic place of the named party
Syntax Notes: 1 If N406 is present, then N405 is required.
Semantic Notes:
Comments: 1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.
2 N402 is required only if city name (N401) is in the USA or Canada.
Notes: *This segment should only be used when N102 is used.*

Data Element Summary

	Ref. Des.	Data Element	Name	Attributes
Must Use	N401	19	City Name Free-form text for city name	O AN 2/30
Must Use	N402	156	State or Province Code Code (Standard State/Province) as defined by appropriate government agency	O ID 2/2
Must Use	N403	116	Postal Code Code defining international postal zone code excluding punctuation and blanks (zip code for United States)	O ID 3/11
	N404	26	Country Code Code identifying the country	O ID 2/3
N/U	N405	309	Location Qualifier Code identifying type of location	X ID 1/2
N/U	N406	310	Location Identifier Code which identifies a specific location	O AN 1/30

Segment: PER Administrative Communications Contact**Position:** 190**Loop:** N1**Level:****Usage:** Optional**Max Use:** 10**Purpose:** To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
 - 2 If either PER05 or PER06 is present, then the other is required.
 - 3 If either PER07 or PER08 is present, then the other is required.

Semantic Notes:**Comments:**

Notes: *At least one repetition of the PER segment is required per transaction set to identify a contact person for the report. This should be a specific individual's name.*

Data Element Summary

Ref.	Data	Name	Attributes
Des.	Element		
Must Use PER01	366	Contact Function Code	M ID 2/2
		Code identifying the major duty or responsibility of the person or group named	
		AA Authorized Representative	
		<i>Use this code for the sending contractor's contact person's name. This code is required.</i>	
		BD Buyer Name or Department	
		<i>Use this code to identify the sending contractor's organization or department. This code is optional.</i>	
		PP Program Manager	
		<i>Use this code to identify the receiving Program Manager or Program Office person's name. This code is optional.</i>	
Must Use PER02	93	Name	O AN 1/35
		Free-form name	
		<i>1. When PER01 is code AA or PP, enter the person's name. Provide the last name, first name, and middle initial if available. Include blank spaces between name components and periods after initials. Omit the comma between the last name and first name.</i>	
		<i>2. When PER01 is code BD, enter the sending contractor's organization code or department reference.</i>	
PER03	365	Communication Number Qualifier	X ID 2/2
		Code identifying the type of communication number	
		EM Electronic Mail	
		FX Facsimile	

		TE	Telephone			
PER04	364	Communication Number		X	AN	1/80
		Complete communications number including country or area code when applicable				
PER05	365	Communication Number Qualifier		X	ID	2/2
		Code identifying the type of communication number				
		EM	Electronic Mail			
		EX	Telephone Extension			
		FX	Facsimile			
		TE	Telephone			
PER06	364	Communication Number		X	AN	1/80
		Complete communications number including country or area code when applicable				
PER07	365	Communication Number Qualifier		X	ID	2/2
		Code identifying the type of communication number				
		EM	Electronic Mail			
		EX	Telephone Extension			
		FX	Facsimile			
		TE	Telephone			
PER08	364	Communication Number		X	AN	1/80
		Complete communications number including country or area code when applicable				
PER09	443	Contact Inquiry Reference		O	AN	1/20
		Additional reference number or description to clarify a contact number				
		<i>Use this data element when PER01 is code AA or PP to enter the title of the person named in PER02.</i>				

Segment: DTM Date/Time Reference**Position:** 200**Loop:** N1**Level:****Usage:** Optional**Max Use:** 10**Purpose:** To specify pertinent dates and times

Syntax Notes: 1 At least one of DTM02 DTM03 or DTM06 is required.
 2 If either DTM06 or DTM07 is present, then the other is required.

Semantic Notes:**Comments:****Notes:** *This segment is required.***Data Element Summary**

	Ref.	Data	Attributes
	Des.	Element Name	
Must Use	DTM01	374 Date/Time Qualifier	M ID 3/3
		Code specifying type of date or time, or both date and time	
		275 Approved	
		<i>Use this code to indicate the date the data was approved for submission.</i>	
Must Use	DTM02	373 Date	X DT 6/6
		Date (YYMMDD)	
N/U	DTM03	337 Time	X TM 4/8
		Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
N/U	DTM04	623 Time Code	O ID 2/2
		Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
N/U	DTM05	624 Century	O N0 2/2
		The first two characters in the designation of the year (CCYY)	
N/U	DTM06	1250 Date Time Period Format Qualifier	X ID 2/3
		Code indicating the date format, time format, or date and time format	
N/U	DTM07	1251 Date Time Period	X AN 1/35
		Expression of a date, a time, or range of dates, times or dates and times	

Segment: **SE** Transaction Set Trailer
Position: 210
Loop:
Level:
Usage: Mandatory
Max Use: 1
Purpose: To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).
Syntax Notes:
Semantic Notes:
Comments: 1 SE is the last segment of each transaction set.

Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use SE01	96	Number of Included Segments	M N0 1/10
		Total number of segments included in a transaction set including ST and SE segments	
Must Use SE02	329	Transaction Set Control Number	M AN 4/9
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
		<i>SE02 is the same number as the number in ST02.</i>	